

# **Dammeron Valley Fire SSD**

## **Draft Minutes of Public Hearing Held January 27, 2014**

Meeting Place: Dammeron Valley Fire Station - Training Room  
1261 N Dammeron Valley Drive East, Dammeron Valley, UT 84783

ACB Members Present: Chairman Mack Sorensen  
Clerk William King  
Treasurer Craig Meyocks  
Member at Large Gary Jensen  
Member at Large Mac Thomson

ACB Members Absent:

Meeting called to order by Chairman Mack Sorensen at approximately 7:00PM.

### **1. To amend the 2014 Budget**

Bill King advised the 2014 Budget was adopted with a target fee per qualified property of \$170.00, the total number of qualified properties given the SSD by the Washington County Auditor was approximately 480 but the actual number is 462. This discrepancy in the actual number of qualified properties is what necessitated this Public Hearing. The budget amount based on the collection of fees was \$80K, with the lowering of the number of qualified properties we need to change the budget amount or come up with a way to make up the difference. The proposal is to make up the difference and not increase fees from the target amount. The income account for the collection of fees is 40200, Bill King made a motion to "amend the account 40200 from \$80,000.00 to \$78,540.00", Mack Sorensen seconded the motion, this motion passed unanimously. The discussion was this would keep the resident fees at \$170, this figure is the 462 qualified properties times \$170.

To keep the total budget figures the same for the year, some accounts would have to be added to the budget. The first account is 40250 which is donations for the Fire Department, the next is 40260 which is donations for the EMS Department. The reason we're adding these is the SSD is getting donations and there has to be account numbers to put the donated money in. Each of these accounts will have a target budget amount of \$730, this combined amount of \$1460 makes up the amount reduced in the fee collection amount, to the total amount of the 2014 budget stays the same. Presently we have \$200 in each of these donation accounts. Bill King made a motion to "that we add account 40250 which is the Fire donation account number, and 40260 which is the EMS donation account number and we put a target income of each of these donation accounts of \$730", Craig Meyocks seconded the motion. There was no comments from those in attendance, the motion passed unanimously.

### **2. Set policy for late payments of fees**

Bill King advised the initial invoicing for the payment of resident fees would give residents 60 days to make these payments, 30 days longer than typical time periods for

payments. This will be 60 days from the date of the invoices. There needs to be an account for the late fees to be deposited in. This account number would be 40210 which would be miscellaneous fees, no target amount will be put on this account as we're not planning on having late fees, and this would also be the account into which payments for reimbursements we receive when the Fire Department receives funds for fighting fires from other agencies. Again, no target amount would be set on this as we cannot forecast if the Fire Department will be called to assist anyone.

The typical late fee is 1.5% per month and a \$5.00 Service fee, this covers the cost of having to mail out additional invoices, including postage, paper and envelopes. Bill King made a motion to make the total late fee "we establish our late fees as 1.5% per month, plus \$5.00 per month Service Charge, and that if any is collected it will go into account 40210 Miscellaneous Fees", Craig Meyocks seconded the motion, there was no comments from those in attendance, the motion passed unanimously.

### **3. Set policy for bank charges for returned payment items**

Bill King advised he contacted US Bank where the SSD accounts are, and found the fee from the bank for returned items was \$19. Bill King made a motion "for a returned check that we just do a pass through and charge whoever had the returned check \$19.00, the bank fee and no more, but we'll also add the late fee and service charge on to it". Gary Jensen seconded the motion, there was a question from the public concerning the changing the resident fee and Bill King advised the SSD would have to have another Public Hearing to change the fee. Another comment from the public concerned the pass through and they commented the SSD should consider a higher fee not just a pass through. There were not more comments or input from the public, and no changes to the motion, the motion passed unanimously.

Bill King advised the SSD had some money left over from the 2013 budget, and this has to be deposited in a Capital Improvement account. The Treasurer, Craig Meyocks, went to the bank and opened a savings account for this purpose. Account number 16000 will be a Fixed Asset account for the Capital Improvement Fund. Bill King made a motion "that we establish an account 16000 and that is where the Capital Improvement funds will go", Mac Thomson seconded the motion, the motion passed unanimously.

### **4. Adjourn**

Craig Meyocks made a motion "we adjourn the meeting", Mac Thomson seconded the motion, the motion passed unanimously.